

CTE Data Verification Needed

The 2015-2016 Career and Technical Education (CTE) Student Participation Report Information used for CTE program approval and CTE State funding allocations will be extracted from the TEAMS (*Terms of Employment, Accreditation, and Master Schedule*) information already submitted and on file at the OPI. This change means that CTE teachers and/or other district personnel will NOT be submitting participation report information via an online link as they have in the past. Good news!

A few items on the CTE tab will require each districts' attention now. The items that need to be verified are: CTE programs offered, CTE teachers with an extended contract, and identifying the number of males and females enrolled in each CTE course (only enrollment totals were reported). **The deadline for changes to be made is March 15, 2016. Since this data was due by December 31, this will be the only reminder to verify your data. Please share this information with your CTE staff.**

In order to help your staff verify their class information, here is a worksheet [here](#) to help guide teachers in filling out the CTE information needed. The CTE Worksheet is also posted on the OPI website under 'Secondary CTE' on the 'Data Collections' tab.

CTE WORKSHEET LINK: http://www.opi.mt.gov/pdf/CTE/TEAMS_CTE_ParticipatioReportWorksheet.pdf

TEAMS LINK: <https://apps3.opi.mt.gov/SSO/Login?Login.aspx>

The CTE information collected in TEAMS is used for Carl Perkins accountability reporting and factors that determine the State CTE (State VoEd) allocation. Therefore, it is imperative that the information submitted is complete and accurate. Any high school district planning to apply for Carl Perkins and/or State CTE (State VoEd) funding for next year (2016-2017) should submit the additional data in TEAMS for all current CTE programs at their high school.

Technical TEAMS questions should be directed to Danielle Murphy, TEAMS Project Manager, by phone at 406.444.1625 or send her an email at: OPITEAMS@mt.gov. Questions regarding the Perkins Federal Grant Program data requirements or CTE-related questions should be directed at Christy Hendricks, CTE/Perkins Data Specialist, by phone at 406.444.9019 or send her an email at: chendricks@mt.gov.